

## **AAPSE BOD Meeting, 10/28/22, 12:02pm-12:50pm CST, Zoom teleconference**

Meeting called by Amanda Bachmann, recorded by Sarah Kingsley-Richards

BOD Attendees: Evan Alderman, Amanda Bachmann, Mike Helms, Jolene Hendrix, Sarah Kingsley-Richards, James Kopco, Katie Moore, Kimberly Tate

Guest: Gene Merkle, Stephen Vantassel

### **Agenda and Minutes**

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#### **1. Call to Order [Amanda Bachmann]**

#### **2. Treasurer's Report [Sonja Thomas]**

##### **Discussion:**

- a. \$73705.85 TOTAL BALANCE: \$17395.78 Money Mover, \$36155.09 Organizational Savings, \$2212.78 Gifts, \$3901.15 Certificate22, \$10296.39 Certificate31, \$3744.66 Certificate38.

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#### **OLD BUSINESS**

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#### **3. Website Updates [Faye Golden *in absentia*]**

##### **Discussion:**

- a. Currently on Slamdot Pro Plan at \$25/month includes: limited support from Slamdot requiring us to make changes to the website (not difficult, just different). Opted for the Pro plan to keep costs low as we transition from Wild Apricot in early 2023 (Feb).
- b. Option for Slamdot VIP Plan at \$85/month includes: one hour/month (usable in 15-minute increments) of website content updates at our request, two one-hour face-to-face (either in-person or virtual) sessions per year. Beyond that face-to-face consultations billed at \$150/hour.
- c. Plan comments: The VIP Plan does not seem to offer a significant amount of technical support. Three months of VIP increase (at \$60/month) is one hour of billable support (\$150). It may be worth bumping up if we think we need it but if not then pay by the hour and go with the lower price plan. Interested to see how much it ends up costing a la cart. Move to the VIP plan may be a cost savings with the 2023 Wild Apricot price increase. If we do not have a Slamdot membership page buildout by Feb then we will have to carry wildapricot for another year.
- d. Questions/Comments:
  - Membership page build out (Slamdot, Omega Digital Solutions, or joint project): Where are we at with membership page buildout? Will it be complete before wildapricot contract ends (concerns about timeline feasibility)? Is this being billed separately from the original buildout and/or from the monthly plan? What are the costs? Comments: Slamdot has already been approved to build the membership side we were just waiting to limit the overlap with wildapricot, not sure if it has been started yet.
  - Who will manage the page (Communications Committee Chair, EC, etc.): Who is managing the website? How comfortable is that person and do they need extra VIP Plan support? How long will that person be managing the website and what qualifications are required for position? Comments: The communications committee was supposed to be in charge but have been having some issues with activity. At one point it was the Secretary because that person was able and available. If we use Slamdot to update the website, we would have one coordinator to collect all the updates and communicate them to Slamdot.
  - Is there a time commitment on Slamdot plans or can we change at any time if our needs change? Comments: The plan choice is likely flexible. don't think it's a contract, just a requested service
- e. Table Slamdot plan upgrade discussion until more details available questions answered.

**Action Items:**

- Communicate questions with web development team, provide website development summary to BOD

**Person Responsible:**

Sarah Kingsley-  
Richards, Faye Golden,  
Sonja Thomas

**Deadline:**

11/22/22

**4. Lifetime Membership [Sarah Kingsley-Richards, Kimberly Tate]****Discussion:**

- Working off document created under Kerry Richards (voted, approved), modeling after Award Committee Fellows Recognition guidance documents, changed evaluation of nominees to BOD (vs EC) according to last BOD meeting decision. Includes page limits on submissions.
- BOD agree to include text that obtaining assistance of nominee is permissible and award not required to be a surprise to the nominee. From a nominator standpoint it could be extremely helpful to contact nominee for packet details. It is possible for a nominee to refuse nomination.
- Notification statement standard to all awards guidance documents.
- Motion by Jolene Hendrix to accept Lifetime Membership document. Seconded by Jamie Kopco. Motion passed.

**NEW BUSINESS****5. Update on Liaisons and Committee Member Status [Jolene Hendrix]****Discussion:**

- Have heard from most committees, don't have a full list ready. Have not heard from all liaisons; will send a list of questionable positions.
- Becky Maguire has stepped down from PD committee chair, we are looking for a co-chair for the communication committee, all others are continuing.

**6. C&T Academy Update [Gene Merkl]****Discussion:**

- Monday-Tuesday, July 24<sup>th</sup> & 25<sup>th</sup> plus virtual sessions April 5<sup>th</sup>-June 14<sup>th</sup> every other week (May 17<sup>th</sup> may reschedule due to PACT conflict). Completed agenda will not duplicate with AAPSE meeting topics. Virtual sessions will be recorded for future use. No formal approval of topics required from BOD.
- Budget estimated \$25K depending on sponsorship and registration fees. C&T academy to cover attendee hotel rooms, attendees must pay own travel. Must also consider speaker travel costs. Hotel in conjunction with the AAPSE meeting so not charging for C&T meeting space.
- Motion by Jolene Hendrix to move forward with C&T academy plans and budget estimate pending Treasurer's approval. Seconded by Jamie Kopco. Motion passed.

**Action Items:**

- Recruit speakers, develop virtual program
- Draft participant invitation letters for Regional Reps to share locally with SLAs and PSEPs, coinciding with membership renewal. Advertise.

**Person Responsible:**

C&T Academy,  
Professional  
Development  
Committee

**Deadline:**

January  
2023

C&T Academy,  
Regional

Reps, Communications  
Committee

February  
2023

**7. 2023 Planning Meeting Update, Venue Selection [Gene Merkle]****Discussion:**

- The Kimpton Brice is the hotel of choice to move towards negotiating a contract. Most cost effective.
- Motion by Gene Merkle to approve selected hotel the planning committee has chosen. Seconded by Katie Moore. Motion passed.

**Action Items:**

- Negotiate hotel contract

**Person Responsible:**

Planning Committee

**Deadline:**

11/22/22

**8. AAPSE-AAPCO Joint Project on Revised Plans [Jolene Hendrix]****Discussion:**

- Faye and Jolene met with AAPCO Board. Had a great conversation with AAPCO and look forward to a stronger partnership with them in the future.
- The following items were identified as areas of mutual interest: enhancing communication between PSEPs and SLAs (varies greatly by state, there are some concerns regarding content of revised plans and timelines for implementation), competency standards (options for bringing all currently certified applicators into the fold, how we can work together), impacts of revised plans on reciprocity (category specific information for states), status of plans by region.
- The 2023 AAPSE meeting and C&T Academy sessions may address some of these items. The 2023 AAPCO Meeting may also possibly include sessions on these topics. We can certainly partner to ensure both PSEPs and SLAs are represented and participate in sessions.
- Finally, some other items were also mentioned for future discussions including label mandated training and future mitigation measures on labels.
- FYI: AAPSE President liaison to AAPCO meetings, President-Elect liaison to SFIREG meetings.

**9. Other New Business****Discussion:**

- Election process for Regional Reps started in Northwest Region North Central Region, and Southern Region. Northeast Region has not begun process. Bylaws state that an election must occur even if current rep willing to stay on, even if only one candidate; if no nominations then current rep would remain.

**Action Items:**

- Regional Representative nominations and elections
- Notify Secretary of election results

**Person Responsible:**Regional  
Representatives**Deadline:**

12/15/22

**10. Comments/Announcements**

- First newsletter will go out Monday. Sent to EC and a few others for review.
- Mid-term Membership Meeting January 19, 2023.

**11. Adjournment [Amanda Bachmann]**

**Next BOD Meeting:** 11/22/22, 12:00noon-1:00pm CST, Zoom teleconference

**Next BOD Meeting:** 12/15/22, 12:00noon-1:00pm CST, Zoom teleconference

**Next BOD Meeting:** 01/19/23, 12:00noon-1:00pm CST, Zoom teleconference

*Fourth Thursday monthly, 12:00pm CST going forward in 2023. Dates to follow.*

